

**PLEASE SHARE WITH STAFF AND ATTORNEYS WITH LEGAL ACTIONS AFFECTING  
A**

**BIRTH, DEATH, OR MARRIAGE VITAL RECORD**

**(1<sup>st</sup> Notice)**

– Also attached is a poster to display and inserts to distribute, if desired. After January 1<sup>st</sup>, requests without the proper fee amount may be returned to sender.

**Due to an administrative rule change, all vital records fee transactions will increase from \$15 to \$20 effective with January 1, 2014, transactions. Requests without the proper fee amount may be returned to sender.**

**The increase in fees will end July 1, 2019, when fees shall revert to \$15. The \$5 increase will be used solely to fund the re-engineering and integration of the statewide vital records system.**

The new system will include, but is not limited to, integrated modules for:

1. Electronic registration of death, birth, marriage, and fetal death, as well as several other special registrations, statistical reporting and registry functions.
2. Electronic issuance of vital events, including county access to statewide searches and issuances.
3. Back office for modification and maintenance of records.
4. Back data conversions of statewide vital events.
5. Electronic search and fee accounting.
6. Statewide certified security paper accountability.

The increase includes the following vital records transactions:

- Searches for birth, death, marriage, foreign-born birth and fetal death certificates, which include a certified copy of the record if found.
- Additional certified copies of the same record that was searched as stated above.
- Newborn certified birth certificates issued to new parents by the State office after registration.
- Administrative processing at the State level, including but not limited to:

- § Adoption
- § Amendment
- § Legal Change of Name
- § Delayed Certificate
- § Foreign-Born Birth
- § Court-Ordered Amendment
- § Court-Ordered Delayed Certificate
- § Court-Ordered Re-Establishment and/or Dis-Establishment
- § Court-Ordered actions
- § Search for supporting documents on file
- § Verification searches